



October 16-18, 2017

Texas Youth Ministry Conclave

Exhibitor Registration Info

ARLINGTON COVENTION CENTER... Arlington, Texas

Sponsored by the Youth Discipleship Center and the Great Commission Team of the Texas Baptists Convention

Conclave: A meeting or coming together of people with common goals

The Texas Youth Ministry Conclave is a meeting of youth ministry professionals and lay volunteers for the purpose of training, fellowship, and worship. The first meeting of the Conclave took place in November of 1981 in Richardson, Texas with 150 attending. It now attracts a registration of more than 500 youth ministers, spouses, volunteers, and vendors.

REGISTRATION PROCEDURES:

Sorry, online registration is not available. However, you can pay online at texasbaptists.org/conclave-exhibit

- ☐ **Read** this information carefully and take note of any changes for 2017
- ☐ **Complete** registration form
- ☐ **If Paying by Check:** Complete registration form, payable to Baptist Executive Board, mail to address below.
- ☐ **If Paying by Credit Card:** pay online at texasbaptists.org/conclave-exhibit
- ☐ **Select** your booth space preference (see Exhibit Hall Diagram Page)
- ☐ **Consider** one of our Sponsorships (see Sponsorship Page)
- ☐ **Be Sure** to indicate on your form when you might want to set-up your booth
- ☐ **Be Sure** to list your reps and contact info requested on the registration form
- ☐ **Register** on or before August 31, after this date add \$50 to your total cost



BOOTH SELECTION AND REPRESENTATIVES: First Come, First Serve - Indicate your 3 preferred booth spaces on the Exhibit Hall floor plan. The fee for a single booth is **\$485**. There is a limit of 3 reps per booth space with no additional fee. Any number above this limit will include **\$75 fee** per additional rep.

THE SCHEDULE IS MANDATORY: Only 2 days are required, Oct. 16-17

The Exhibit Hall opens on Monday, October 16, 2:30-5:45 pm and Tuesday, October 17, 10:00 am-5:30 pm. If you cannot stay with us through Tuesday evening at 5:30, then please do not register for the Conclave.

LEAD RETRIEVAL PROCEDURES: For the 9th year in a row, we have secured the services of SMART-reg from Palo Alto, California, to assist us with registration of attendees and exhibitors. Each registered participant and exhibitor will receive a lanyard badge that will contain a plastic Magnetic Card (credit card size) that will double as a name tag and lead retrieval info. This card will contain the person's contact info. Each vendor will receive a hand held Lead Retrieval Scanner SLD-7 that will allow you to tap a person's Mag Card and enter their contact info into your retrieval unit. In addition, this unit will allow you to take an attendee's picture and make voice/taped notes about them. On Tuesday afternoon, you will return this device and Smart-reg will email your contacts in Excel Format. **A credit card** will be needed to secure the unit.

6 SPONSORSHIPS AVAILABLE FOR EXHIBITORS/NON-EXHIBITORS:

See attached list for details on the sponsorship page; check appropriate box on registration form

Bag Sponsor \$175/\$385 // Advertisement Sponsor \$300/\$500 // "Fill-In-The-Blank" Sponsor \$1,000 minimum // Coffee Sponsor \$2,500 // Ice Cream Sponsor \$3,000 // Lead Sponsor for \$3,500

GIVE-A-WAY DRAWINGS: Consider providing a give-a-way (door prize) for one of our Drawings during the Conclave. Consider investing \$25-100 for special prizes, that might include such items as a iPod, iPad, Apple Watch, Clothing, Ski Trip, Retreat, Flat Screen TV, Gift Card, etc. Someone from our committee will contact you in September to confirm your give-a-way. Check appropriate blank on your registration form. **New for 2017:** To encourage folds to visit your booth—we will provide each vendor with **50 tickets** of our give-a-way drawings. We suggest that you scan their nametag in exchange for a ticket. Each attendee could have as many tickets as we have vendors.

WEB SITE LINKS: List your site on the registration form and we will provide a link to your organization on our conclave site, www.texasbaptists.org/conclave. All we ask is that you reciprocate by posting our link on your site.
www.texasbaptists.org/conclave

CANCELLATION PENALTY: Cancel on or before August 31 and your exhibit fee will be refunded minus a \$100 cancellation fee for single booth space plus \$50 for each additional booth space. Cancel after August 31, and you will forfeit \$275 of your fee for a single booth space plus \$175 for each additional booth space reserved. You may also lose all other additional fees related to your exhibit.

CONTACT INFO: Randy Johnson, Exhibit Hall Chairman, 5717 Galaxie Road, Garland, TX 75044
972-530-0554 (H), 214-502-7942 (C), williamrj@verizon.net

PAY BY CREDIT CARD: Pay online at texasbaptists.org/conclave-exhibit

PAY BY CHECK: Made Payable to Baptist Executive Board; Mail w/ reg form & booth selection to Randy Johnson





CONCLAVE 2017

EXHIBITOR SCHEDULE

SUNDAY, OCTOBER 15

7:00 AM \\ DECORATOR MOVE-IN

10:00 AM \\ SMART-REG MOVE-IN

4:00 – 8:00 PM \\ EXHIBITOR MOVE-IN & REGISTRATION

ACC doors will be locked at 8:00 pm

MONDAY, OCTOBER 16

7:00 AM \\ VENDER MOVE-IN (until 2:30pm)

8:00 AM \\ EXHIBITOR REGISTRATION OPEN

2:30 PM \\ EXHIBIT HALL GRAND OPENING (arrive 15 minutes early)

5:30 – 5:45 PM \\ GIVEAWAY DRAWINGS

5:45 PM \\ EXHIBIT HALL CLOSES

Drawing Tickets will be given to each Exhibitor for Distribution to Attendees

TUESDAY, OCTOBER 17

10:00 AM \\ EXHIBIT HALL OPEN

11:15 – 11:30 AM \\ GIVEAWAYS DRAWINGS

11:30 AM \\ CLOSE FOR LUNCH

1:30 PM \\ EXHIBIT HALL OPEN (arrive 15 minutes early)

2:45 – 3:15 PM \\ FREE ICE CREAM IN EXHIBIT HALL (if sponsored)

5:15 – 5:30 PM \\ GIVEAWAYS DRAWINGS

5:30 PM \\ EXHIBIT HALL CLOSES



TEXAS BAPTISTS®
GREAT COMMISSION TEAM



CONCLAVE 2017 SPONSORSHIP OPPORTUNITIES

<div>Bag Sponsor</div> <div>\$175 for exhibitors</div> <div>\$385 for non-exhibitors</div> <div>Sponsorship details:</div> <div><ul style="list-style-type: none">➤ Provide a small gift and/or brochure to be placed in each of our 600 Conclave bags➤ Items must be received at FBC, Arlington, by Oct. 1➤ More info will be sent to these Sponsors in Sept.</div>	<div>Advertisement Sponsor</div> <div>\$300 for exhibitor</div> <div>\$500 for non-exhibitors</div> <div>NEW for 2017: Place an ad on our laminated 9.5"x12" Conclave Information Folder, which will be given to all attendees at check-in.</div> <div>Limited space available</div> <div>First come, first served</div> <div>Place your 3.5"x2" ad here!</div> <div></div>
<div>"Fill-In-The-Blank Sponsor"</div> <div>\$1,000 minimum</div> <div>Don't like these options? Tell us what you want to do, and we'll consider it!</div>	
<div>Monday Night "After Party"</div> <div>Coffee Sponsor</div> <div>\$2,500</div> <div>The "After Party" has become a popular event with our attendees. Almost all general session attendees stay after the General Session on Monday night for free gourmet coffee and fellowship in the area and patio outside Salon A.</div> <div>Sponsorship details:</div> <div><ul style="list-style-type: none">➤ You may set up a table outside Salon A from which you may visit with attendees during the party (usually 30-45 minutes)➤ Single booth space with electricity in Exhibit Hall➤ Provide a small gift and/or brochure to be placed in each chair in the Monday night General Session➤ Your name announced as coffee sponsor during Monday night General Session</div> <div>Consider asking another vendor to share this sponsorship with you!</div> <div>Remember: Since this sponsorship provides only one complimentary booth space, your friend-vendor must be registered as an exhibitor.</div>	<div>Ice Cream Sponsor</div> <div>\$3,000</div> <div>Sponsorship details:</div> <div><ul style="list-style-type: none">➤ Single booth space with electricity in Exhibit Hall➤ Ice cream bars will be distributed from your booth during the Ice Cream Break in the Exhibit Hall on Tuesday afternoon➤ Provide small gift and/or brochure to be placed in each chair in the Tuesday night General Session➤ Your name announced as ice cream sponsor from the exhibit hall stage, as well as from the stage during the next General Session (Tuesday night).</div> <div>Consider asking another vendor to share this sponsorship with you!</div> <div>Remember: Since this sponsorship provides only one complimentary booth space, your friend-vendor must be registered as an exhibitor. The ice cream bars will be distributed from both vendor booths if it is a co-sponsorship.</div>
<div>Lead Sponsor</div> <div>\$3,500</div> <div>Sponsorship details:</div> <div><ul style="list-style-type: none">➤ Double booth space with electricity➤ Provide a small gift and/or brochure to be placed in each of our 600 Conclave Bags. (Items must be received at FBC, Arlington, by Oct. 1)➤ Provide a small gift and/or brochure that will be placed in each chair in the first General Session (Monday afternoon)➤ Provide a 3-min. video that you produce and we approve to be played prior to all General Sessions➤ Your name announced as lead sponsor from stage during all General Sessions➤ Your name and logo shown on our large screens during all General Sessions➤ Your name and logo, in ad form, placed in our exhibit hall guide and the Conclave information folder given to all attendees➤ A large banner with your name and logo will be provided and placed near the registration area in the Arlington Convention Center</div>	

TEXAS CONCLAVE EXHIBITOR REGISTRATION FORM

Arlington Convention Center ♦ October 16-18, 2017

Form & fees are due on or before August 31



Name of Organization to Appear on Imprinted Sign _____	Brief Description of Your Organization _____
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Name of Person Completing this Form _____

Mailing Address _____

City _____ State _____ Zip _____

Work Phone _____ Email _____

Cell Phone _____ Web Site _____

Names of Reps for your booth (limit 3 per space)	Phone	Email
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____

Additional reps and contact info, may be listed on the back of this form.

☐ **I NEED ELECTRICITY** Check this Box No Extra Charge

☐ **We Plan to Set-up on Sunday**
Oct. 15, 4:00-8:00pm
Check the Box to the left

☐ **We Plan to Set-up on Monday**
Oct. 16, 7:00am-2:30pm
Check the Box to the left

☐ **CONTACT US** about providing Break Time Drawing Give-a-ways

Additional Booth Spaces include all the provisions for a Single Booth plus extra tables/chairs. An additional Lead Retrieval Unit will be provided, on request, at no additional charge. You do not have to be a vendor to provide a sponsorship.

Single Booth @ \$485 Includes...

- Floor Space Rental (10 ft x 10 ft)
- Carpet (10 ft x 10 ft)
- Pipe & Drape (3' sides, 8' back)
- 1 Elec. Outlet (check electricity box)
- 1 Table Covered/Skirted (8 ft); 2 Chairs
- 1 Lead Retrieval Scanner
- 1 Imprinted Sign; 1 Small Trash Can

Check appropriate boxes below or indicate the number of items needed plus total (\$) amounts paid.

1	\$485 Single Booth	Single booth provisions listed above	\$
2	\$699 Double Booth	Single booth provisions listed above plus extra table/chairs	\$
3	\$899 Triple Booth	Single booth provisions listed above plus extra tables/chairs	\$
4	\$1099 Quad Booth	Single booth provisions listed above plus extra tables/chairs	\$
5	\$175 Bag Sponsor Reg-Exhibitor	See sponsor page for details	\$
6	\$385 Bag Sponsor Non-Exhibitor	See sponsor page for details	\$
7	\$300/\$500 Advertisement Sponsor	See sponsor page for details	\$
8	\$1,000 minimum "Fill-In-The-Blank" Sponsor	See sponsor page for details	\$
9	\$2,500 Coffee Sponsor (Single booth space included)	See sponsor page for details	\$
10	\$3,000 Ice Cream Sponsor (Single booth space included)	See sponsor page for details	\$
11	\$3,500 Lead Sponsor (Double booth space included)	See sponsor page for details	\$
12	\$75 Additional Per Rep beyond 3 per Booth Space		\$
13	\$85 Additional Electrical Outlet		\$
14	\$0 Additional Lead Retrieval Unit (one)	With a double booth space or more	\$ 0.00
15	\$50 Late Fee	If registering after August 31	\$

MAIL or SCAN/EMAIL THIS FORM c/o Randy Johnson

5717 Galaxie Road, Garland, TX 75044

972-530-0554 (H), 214-502-7942 (C), williamrj@verizon.net

PAYMENT BY CHECK— Payable to Baptist Executive Board, mail with form

Please write "Conclave 2017" on memo line

PAYMENT BY CREDIT CARD - Pay online at texasbaptists.org/conclave-exhibit

Office Use Only...

Form# _____

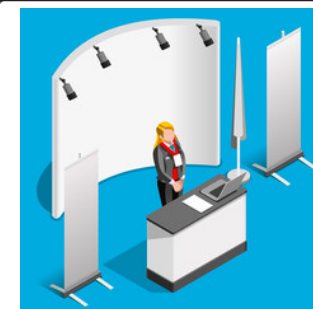
Booth# _____

Date Rcvd: _____

\$ **Total**



TEXAS BAPTISTS'
GREAT COMMISSION TEAM



#1 _____
#2 _____
#3 _____



**SUPERIOR
EXPO
SERVICES**

Youth Conclave 2017
Arlington Convention Center
October 16-18, 2017